



Application for Administrator/Faculty Position

Our school exists to provide a distinctive, biblically-based education in a nurturing environment through which students are instilled with godly character, inspired to excel, and prepared for a life of enduring commitment to Christ. Your interest in Sarasota Christian School is appreciated. We invite you to fill out this application and return it to our school office. We will also contact your references.

We realize that the key to a successful Christian school is its staff and faculty. We seek applicants who are professionally qualified, who love children, and who, by the pattern of their lives, are Christian role models. (Luke 6:40)

We look forward to receiving your application. Thank you for your interest in the ministry of Sarasota Christian School. It is our prayer that God will fulfill His perfect will in the lives of all applicants.

A. Applicant's Name and Address

Full name: _____

Position applied for: _____

Application date: ____/____/____ Date available: ____/____/____

Present address: _____

Length of time at this address? _____

Phone: Days (____) _____ Evenings (____) _____

Cell phone (____) _____ E-mail _____

Best time to call you? _____

Permanent address and phone number if different than current address

How did you learn about the position for which you are applying? _____

Can you submit verification of your legal right to work in the US? Yes ___ No ___

B. Christian Background

On a separate paper, briefly give your Christian testimony.

Please carefully read our Statement of Faith and indicate your degree of support.

___ I fully support the Statement as written without mental reservations.

___ I support the Statement except for the area(s) listed and explained on a separate paper. The exceptions represent either disagreements or items for which I have not yet formed an opinion or conviction.

Do you believe the Bible to be the ONLY inspired and infallible Word of God, our final authority in all matters of faith, truth, and conduct?

Yes ___ No ___

What is your local church affiliation? _____

How long have you attended your current church? _____

C. Questions for Instructional Personnel

Please indicate 1st and 2nd choices in the parenthesis below: Then to the right please indicate the grades or subjects in order of preference:

() Preschool () Kindergarten () Elementary _____

() Middle School _____ () High School _____

Full time ___ Part-time ___ Substitute ___

Do you have a state Teaching or Administrator's Certificate? _____ State? _____

What kind? _____ Remains valid for _____ years.

Endorsement(s) _____ List semester hours in endorsement area(s) _____

Do you have an ACSI Early Education Teaching Certificate or K-12 Teaching Certificate?

What level? _____ Remains valid for _____ years.

*** Please attach photocopies of any certificates held.**

Please list K-12 activities or sports that you would be capable and willing to direct, sponsor, or coach. (Indicate grade or ability levels.)

Are you capable of teaching a Bible class? ___ If yes, what would be your subject preferences? _____

Sequentially list your teaching experience with most recent first.

School's Name	Position	Dates
_____	_____	_____

D. Professional Qualifications (all positions)

*** Please attach photocopies of all post-secondary transcripts. Should you be offered a position, official copies of your transcripts must be provided to the school for inclusion in your personnel file.**

What degree or degrees do you hold?

Degree

Issuing Institution

E. Personal Philosophy

On separate paper, please describe your viewpoints on these questions in 1-2 paragraphs for each question.

1. Why do you wish to serve in a Christian school?
2. What are the main characteristics that distinguish a Christian school from a secular school?

F. Employment History

Please start with your current or most recent employer and work backward for the past ten years. If necessary, you may follow the same format on the reverse.

1. Position _____ Dates of Employment _____
Address _____

Supervisor's Name and Phone Number _____
Reason for leaving _____

2. Position _____ Dates of Employment _____
Address _____

Supervisor's Name and Phone Number _____
Reason for leaving _____

3. Position _____ Dates of Employment _____
Address _____

Supervisor's Name and Phone Number _____
Reason for leaving _____

Have you ever worked under a different name for any of the employers you have listed?
Yes ___ No ___. If yes, list name or names _____

Are you holding, or have you already signed a contract for next year with any other educational institution? Yes ___ No ___

Have you served in the military? Yes ___ No ___. If yes, what type of training or education did you receive?

G. Personal References

Do not list family members or relatives for references. You will also need to sign the **Reference Release Form** that is attached and return it with this application.

Give two references who are qualified to speak of your spiritual experience and Christian service. **List your current pastor first.**

	Name/Complete Address	Phone	Position
1.	_____		

2.	_____		

Give two references who are qualified to speak of your professional training and experience. **List your current or most recent principal or supervisor first.**

	Name/Complete Address	Phone	Position
1.	_____		

2.	_____		

H. Personal Information

If you answer "Yes" to any of the questions in the following section, please attach a separate sheet indicating the nature of the suit, offense, date, court, and disposition, or other appropriate explanation. A conviction record will not automatically be a bar to employment. Factors such as age at the time of the crime, seriousness and nature of the violation, the time elapsed since the crime, job-relatedness, and subsequent rehabilitation will be considered.

Are you presently being investigated or under a procedure to consider your discharge for misconduct by your present employer? Yes ___ No ___

Has any employer ever subjected you to disciplinary action, suspended, terminated, or

asked you to leave a job or volunteer position on the grounds of any unlawful sexual behavior or violation of an employer's sexual misconduct or anti-harassment policy? Yes ___ No ___

Have you ever been suspended, discharged, or resigned in lieu of discharge from any position? Yes ___ No ___

Have you ever been charged in civil or criminal proceedings with improprieties regarding children? Yes ___ No ___

Have you ever entered a plea of guilty, a plea of "no contest" (nolo contendere), or has any court ever deferred further proceedings without entering a finding of guilty and placed you on probation or in a public service or education program for any crime other than a minor traffic offense? Yes ___ No ___

You have read the job description and essential functions for this position. Is there any reason why you might be unable to perform the essential duties and responsibilities of the position for which you are applying? Yes ___ No ___ If yes, please explain.

If you answered "yes" to the above question, is there anything that the school can do to reasonably accommodate your needs so that you would be qualified to perform the duties and responsibilities of this position?

Do you have any personal responsibilities or other commitments that may prevent you from meeting this position's requirements for on-time arrival, attendance, or work schedules?

I. Position on Current Issues

We live in a pluralistic society with many conflicting beliefs and values. As an employee you may be asked specific questions about potentially controversial issues by staff or students. Your answers will come from your personal convictions. We need to know the views of those that would be **Christian role models** for our children. (Luke 6:40) Please briefly explain your position on each of the following topics:

Controlled substances

Sexual morality (e.g., heterosexuality, homosexuality, and gender identity issues)

Sanctity of life

Origins of the universe

Declaration of Moral Integrity

Our school expects all of its employees and its volunteers with unsupervised access to children to model the same Christian values and lifestyle that it seeks to inculcate in its students. As an applicant for a ministry position as an employee or as a volunteer at this school, I (print name) _____ recognize, understand, and agree to live by the Christian moral standards of the school.

I declare that as a follower of Christ, I am not engaging in and commit to not engage in inappropriate sexual conduct. Inappropriate conduct includes, but is not limited to, such behaviors as the following: heterosexual activity outside of marriage (e.g., premarital sex, cohabitation, extramarital sex), homosexual or lesbian sexual activity, sexual harassment, use or viewing of pornographic material or websites, or sexual abuse or improprieties toward minors as defined by Scripture and federal or state law.

I declare that the above statement is factual and true. My signature below indicates that I meet the moral integrity standards and Christian role model lifestyle requirements of this Christian school.

Applicant's signature

Date

Administrator's signature

Date

Applicant's Certification and Agreement

I understand that Sarasota Christian School does not discriminate in its employment practices against any person because of race, color, national or ethnic origin, gender, age, or qualified disability.

I hereby certify that I have not knowingly withheld any information that might adversely affect my chances for employment and that the facts outlined in this application process are true and complete to the best of my knowledge. I understand that falsification of any statement or a significant omission of fact on the application, supporting documents, or interviews may prevent me from being hired, or if hired, may subject me to immediate dismissal regardless of when or how it was discovered. If I am released under these circumstances, I further understand and agree that I will be paid and receive benefits only through the day of release.

I authorize Sarasota Christian School to thoroughly interview the primary references that I have listed, any secondary references mentioned through interviews with primary references, or other individuals who know me and know my testimony and work record. I also authorize the school to thoroughly investigate my work records and evaluations, my educational preparation, and other matters related to my suitability for the position.

I authorize references and my former employers to disclose all employment records, performance reviews, letters, reports, and other information related to my life and employment, without giving me prior notice of such disclosure. In addition, I release the school, my former employers, references, and all other parties from any and all claims, demands, or liabilities arising out of or in any way related to such investigation or disclosure. I waive the right to ever personally view any references given to the school.

Since I will be working with children, I understand that I must submit to a fingerprint check as required by the state of Florida. I authorize the school to conduct a criminal records check. I understand and agree that any employment offer that I may receive from the school is conditioned upon the receipt of background information, including criminal background information. The school may refuse employment or terminate conditional employment if the school deems any background information unfavorable or reflects adversely on the school or me as a Christian role model.

I understand that this employment application is valid for no more than 120 days. After that, I may need to resubmit an application in order to be considered for positions at this school.

I understand that this is only an employment application and that no employment or employment contract is being offered at this time.

I understand that failure to complete any portion of this application or to sign this application will result in rejection of my application.

I certify that I have carefully read and do understand the above statements.

Signature of Applicant

Date

Sarasota Christian School

Statement of Faith

We believe there is one God eternally existent in three persons: Father, Son and Holy Spirit. (Matthew 28:19, John 10:30)

We believe in the deity of our Lord Jesus Christ (John 10:33), in His virgin birth (Isaiah 7:14, Matthew 1:23), in His sinless life (Hebrews 4:15, Hebrews 7:26), in His miracles (John 2:11), in His vicarious and atoning death through His shed blood (I Corinthians 15:3, Ephesians 1:7), in His bodily resurrection (John 11:25, I Corinthians 15:4), in His ascension to the right hand of the Father and in His personal return in power and glory (Acts 1:11, Revelation 19:11).

We believe in the present ministry of the Holy Spirit and His indwelling in the Christian (1 Corinthians 3:16, 6:19–20; Ephesians 4:30).

We believe the Bible to be the inspired and only infallible authoritative Word of God (2 Timothy 3:16, 2 Peter 1:21).

We believe that for salvation of lost and sinful people, regeneration by the Holy Spirit is absolutely essential, and that people are justified by faith alone and that by God's grace alone are we saved (John 3:16-19, John 5:24, Romans 3:23, Romans 5:8-9, Ephesians 2:8-10, Titus 3:5).

We believe in the resurrection of both the saved unto life and the resurrection of the lost unto damnation (John 5:28–29).

We believe in the spiritual unity of believers in our Lord Jesus Christ (Romans 8:9, 1 Corinthians 12:12–13, Galatians 3:26–28).

We believe that the term *marriage* has only one meaning: the uniting of one man and one woman in a single, exclusive union, as delineated in Scripture (Genesis 2:18–25). We believe that God intends sexual intimacy to occur only between a man and a woman who are married to each other (1 Corinthians 6:18, 7:2–5; Hebrews 13:4). We believe that God's command is that there be no sexual intimacy outside of or apart from marriage between a man and a woman.

We believe that God wonderfully foreordained and immutably created each person as either male or female in conformity with their biological sex. These two distinct yet complementary genders together reflect the image and nature of God (Genesis 1:26–27).

We believe that human life is of inestimable worth and should be valued, defended, and protected from conception through natural death (Psalm 139:13-16, Genesis 9:6, Psalm 100:3).